

PAROLE AGENT II, ADULT PAROLE SPECIALIST

JOB ANALYSIS BACKGROUND INFORMATION

Date of Study: November 7 – 10, 2005

Collective Bargaining Identification: R06

Job Analysis Conducted By: John Barlow
Selections Analyst
Selection Services Section

Number of Incumbents: There are 372 incumbents in this classification per Department of Corrections Filled/Vacant Position Report dated September 06, 2005.

Names of the Subject Matter Expert(s):

Chenita Bradley, Parole Agent II, AP (Specialist), Headquarters

Mrs. Bradley has been with the Department of Corrections and Rehabilitation for 18 years. She has served as a Parole Agent II (Specialist) for a year and a half.

Murdock Smith, Parole Agent II, AP (Specialist), Headquarters

Mr. Smith has been with the Department of Corrections and Rehabilitation for 20 years. He served as a Parole Agent II (Specialist) for 15 years and was recently promoted to Parole Agent III.

Teresa McDaniel, Parole Agent II, AP (Specialist), Region 1

Mrs. McDaniel has been with the Department of Corrections and Rehabilitation for 12 years. She has served as a Parole Agent II (Specialist) for 4 years.

Murray Brown, Parole Agent II, AP (Specialist), Region 2

Mr. Brown has been with the Department of Corrections and Rehabilitation for 18 years. He has served as a Parole Agent II (Specialist) for 5 years.

Jahan Naghshineh, Parole Agent II, AP (Specialist), Region 4

Mr. Naghshineh has been with the Department of Corrections and Rehabilitation for 15 years. He has served as a Parole Agent II (Specialist) for 6 years.

Nancy Sears, Parole Agent II, AP (Supervisor)

Mrs. Sears has been with the Department of Corrections and Rehabilitation for 18 years. She has been working with and supervising Parole Agent II (Specialists) for a year and a half.

David Albright, Parole Agent II, AP (Supervisor)

Mr. Albright has been with the Department of Corrections and Rehabilitation for 17 years. He has previously served as Parole Agent II (Specialist) for approximately 8 years and is now a Parole Agent II (Supervisor).

PAROLE AGENT II, ADULT PAROLE (SPECIALIST) INFORMATION GATHERING

The initial list of tasks and knowledges, skills & abilities statements were identified after conducting a literature review which consisted of:

- State of California, Parole Agent II AP (Specialist)
- State of Arizona, Parole Officer, Parole Officer Senior, & Parole Supervisor
- State of Hawaii, Parole Officer I, II, III, IV, V, & VI
- State of North Dakota, Parole and Probation Officer
- State of Texas, Parole Officer I, II, III, IV, & V

Other sources were viewed for information (e.g. States of Arkansas, Florida, Michigan, Nevada, Tennessee, and Utah); however, the information was not relevant to the job analysis and therefore not included.